

**Safety Review Committee
February 20, 2004
10:00 AM – 12:00 PM**

Minutes

Members Present

Joel Ager, Dennis Collins, Sharon Doyle, Ben Feinberg (Chair), Ken Fletcher, Richard Kadel, Mack Kennedy, Ed Lampo (Secretary), Peter Lichty, Don Lucas, Steve Lundgren, Augusto Macchiavelli, Linfeng Rao, Linda Smith, Scott Taylor, Weyland Wong, Linda Wuy, Hisao Yokota

Members Absent

Michael Banda, Othon Monteiro

Others Present

Charles Shank, Sally Benson, Paul Blodgett, John Chernowski, Ross Fisher, David McGraw, John Seabury, Robin Wendt, Gary Zeman

Annual Report for 2003

MESH Program

Five MESH Reviews were performed in 2003. The reviewed divisions were: ALS, Directorate/Operations/ASD, EETD, PBD, and Physics. Overall, the Divisions were assessed as providing a safe workplace for employees. Tentatively, three of these divisions are scheduled for review in four years and two divisions to be done in two years. All division reviews are up-to-date.

Ergo Pilot Program

Life Sciences, EETD, Earth Sciences participated in this pilot for assisting in the correction of workstation ergonomic deficiencies. In all, approximately 107 individuals received ergonomics upgrades. The divisions and programs put in \$34,200 while \$20,600 in matching funds was provided by Operations. All participating staff had ergo evaluations before upgrades were approved. While it is too early to report on health benefits from these upgrades, the divisions involved felt that the program was successful in focusing management priority on the issue, flexible in its application allowing the divisions to distribute the funds according to its needs. It was also pointed out that the shift to laptop computers will present further challenges for workstation ergonomics, and that other ergonomics issues (e.g.: pipettes) could benefit from such a pilot in the future.

Laser Safety / Training

Recent changes in LBNL's laser program along with an accident in a laser laboratory have prompted the SRC to form a Laser Safety Subcommittee. This committee will:

- Monitor and suggest improvements to the EH&S Laser Safety Program.
- Review updates to Pub 3000 related to laser safety.

- Respond to requests by EH&S for input on laser safety issues.

The continuing need for this subcommittee will be reviewed by the SRC Chair at annual intervals.

Legacy Waste

Recognizing legacy waste as a problem to resolve, divisions have discussed and, in some instances, instituted special programs. In 2004 the SRC will discuss legacy issues and exchange methods/ideas for better dealing with legacy waste and associated problems.

Some other areas looked at by the SRC in 2003 include:

- Matrix Employee Safety was added to RPM 7.01
- MOU (Partnership Agreement) with Berkeley Campus
- Supervisor Training recommendations submitted to Operations
- Institutional Biosafety Committee
- MESH "Institutional" findings
- LBNL Accident Statistics
- External Regulation and OSHA & NRC Audits at Berkeley Lab
- Coordination of EH&S Databases (continues in 2004)
- Research Review Committees and EH&S
- ISM Self-Assessment Certification efforts

Comments from the Chair

Ergo Pilot is completed. Results are being formulated. It actually will be considerable time before effects can really be assessed. Dr. Shank was concerned that we are acting without much data from outside experts -- what really works? Sally pointed out that the pilot program was to rapidly address problems in small non-block-funded divisions, and is successful. Dr. Shank observed that the most dedicated (i.e., hardest working) employees are the ones most prone to ergonomic injuries. He asked what is being done in world-class (low ergo problems) places? Robin agreed to survey industry and include gained suggestions in the ergo training module being developed.

SAA Inspections Dr. Shank asked that this subject be moved from the end of the agenda.

Robin said that recently instead of the normal SAA Inspections where the area is given advance notice, there were some un-announced inspections. Whereas, normally the inspections find all is well, the un-announced found several problems. Chuck was concerned as to what the "normal state" is between inspections -- it is likely as found in un-announced. He further noted that our regulators will come un-announced! It is not optional, we will be in the newspaper, be fined, etc. It is well that Robin is talking with the Division Directors, but Chuck wants us, the SRC, the "front-line" to be aware as well.

OSHA Inspection (Paul Blodgett)

Dr. Shank mentioned that at the Lab Directors' Safety Summit, OSHA said, "You stepped off the low diving board". Dr. Shank observed that he was told by senior OSHA members that even "from the low board" we did not do well -- that we did much worse than industry. Paul Blodgett said that the on-site inspectors told him that Berkeley Lab had done relatively well. There were many findings but not of great severity, and many were multiples of the same type of thing; e.g., use of electrical extension cords. Audit findings are ~60% complete. There are 918 instances of

hazards, 151 different OSHA standards cited, 4 general Duty Clause items, 22 recommendations covering 32 items. Findings breakout as: 291 electrical, 153 machine guarding, 61 toxic/hazardous substances, 66 walking/working surfaces, 43 hazardous materials, 224 all others. Paul gave details of number and types for the above major categories. The final report is due in April. Dr. Shank emphasized that we must understand the impact and how to deal with these audits and findings. Paul will report back to SRC when the report is completed.

ISM Board Results

The ISM Board is composed of Sally Benson, Robin Wendt, and Pierre Oddone. They recently have met and reviewed four Divisions. They concurred with SRC as to frequency of next MESH review for the three divisions reviewed in 2003, and the individual Division Directors also agreed; Directorate/Ops (2 yrs), Physical Biosciences (4 yrs), and Environmental Energy (4 yrs). Still to be reviewed are Physics and ALS. Physics wants more time. ALS will be scheduled in the near future.

Laser Safety Subcommittee

The committee: Don Lucas, Chair, EETD; Richard Kadel, Physics; Marc Hertlein, Chemical Sciences; Joel Ager, Material Sciences; Ted de Castro, EH&S; Gary Zeman, EH&S; Ken Barat, LLNL; Eddie Ciprazo, UCB.

Progress on Laser Program Review Findings

Findings	Action	Status (2/13/04)	On track, Completed, or Overdue
1. Alignment Procedures	Add to new and renewed AHDs	Being incorporated	On Track
2. Alignment Procedures to Pub 3000	Add to next revision	Existing templates to be added	On Track
3. Alignment eyewear OD	Non- factual	Laser Safety Committee concurs	Completed
4. Barrier/eyewear testing and certification	Test and self certify as necessary	PI made aware of this requirement – appointment made for first testing	On Track
5. Posting	Visit all laser labs and review	Done, Posting ok	Completed
6. Eyewear storage	Visit all laser labs and review	PI's informed, email sent to all, included in EHS 0280 course	Completed
7. Eyewear available outside NHZ	Visit all laser labs and review	Being addresses in new and remodeled labs, provisions included in next renewal of AHD. Email sent to all laser PI's	On Track
8. NHZ calculations demonstrated for all labs	None, entire room stipulated to be NHZ	Laser Safety Committee concurs	Completed
9. Panic button	Visit all laser labs and review	All labs visited, estimate made, request for funding made and denied. Laser Safety committee	On Track

		recommends exemption from this provision per ANSI LSO exemption clause.	
10. Excessive control measure	None, LSO disagrees	Laser Safety Committee concurs	Completed
11. Damaged eyewear	Remove from service	Removed	Completed
	Visit all laser labs and review	All labs visited – no others found	Completed
12. Revise PUB 3000	Add new material to next revision	To be in next revision	On Track
13. Recover old computer data	Data available in database form – not worth effort to extract	Data saved on DVD	Completed

AHD Training (Ross Fisher)

Ross proposed adding some descriptive text to PUB3000, Appendix E, bullet 9. It is to read (where the underlined are the additions).

Provide a list of the authorized users and a list of required training courses prerequisite to becoming an authorized user. Include a matrix that documents users, formal EH&S training course requirements, training completion dates, refresher training dates, on-the-job training¹, etc.....

Legacy Waste (Robin Wendt)

Berkeley Lab is generating much less waste than in the past. Moreover we are have the ability (or soon will) to foresee most of the potential problems, and hence can avoid them. Ben requested that more details as to this plan be presented to SRC in April.

MOU between UC and LBNL (John Seabury)

Progress Summary

- By approximately October 2003 the text of the document had been completed. Appendix B (dealing with construction and renovation) was still outstanding. A copy was circulated to SRC for review.
- EH&S met with Division Directors or Deputies from Materials Sciences, Chemical Sciences, and Physical Biosciences to review.
- Late CY 2003, Appendix B was negotiated and finalized.
- Early January 2004 the final version was circulated for SRC comment and the signature process was begun.

Appendix B Summary

- Whoever funds the renovation has responsibility for generating the drawings and specs.
- UCB reviews any drawings and specs that involve UCB space, including Donner and Calvin, and inspects the project.
- Whoever supplies the construction labor also has EH&S oversight of the project, but LBNL EH&S always has radiation oversight at Donner and Calvin. If UCB oversees the project, LBNL may also oversee to assure safety of LBNL employees

Status:

Signatures are:

- For LBNL, Robin Wendt (EH&S), Sally Benson (Deputy Laboratory Director)
- For UCB, Mark Freiberg (EH&S), Beth Burnside (Vice Chancellor for Research)

Operationally, we (the EH&S offices) are acting as if the Agreement has been signed. LBNL has signed, we delivered it to UCB for signatures on 3 February 2004. Going to Beth Burnside on 25 February 2004.

Path Forward

- LBNL EH&S Training Group is working to implement what will be necessary to track LBNL workers at UCB
- Create a UCB-specific Job Hazards Questionnaire referencing UCB classes
- Figure out how to document course completion
- After the infrastructure is in place, there will need to be training sessions for LBNL workers at UCB. Especially we need to focus on line manager responsibilities. This training will be coordinated with UCB EH&S Training Group.
- LBNL and UCB will look for opportunities to cooperate and consolidate training to avoid duplications.
- Specifically for PY 2004, we anticipate that Division ISM Plans will state that Division employees and students working at UCB are covered by the Division's ISM plan.
- Other implementation aspects (JHQ, training, inspections, etc.) will take place in PY 2005 (begins 1 July, 2004).
- Around 1 July, 2004 we will have the first formal review of the Partnership Agreement to determine what's working, what's not, and if changes are needed.

The meeting was adjourned at 12:05 PM.

Respectfully submitted,

Edward J. Lampo
SRC Secretary